



Sexton Place Condominiums

MEETING MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS OF: SEXTON PLACE CONDOMINIUMS

LOCATION: **Zoom Meeting held at remote locations**
 DATE: **04/26/2022**
 CALLED TO ORDER: **06:13 pm**
 QUORUM PRESENT: **Yes**

OWNER ATTENDEES (Board Members Bolded)

UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT
<input type="checkbox"/> 14605-101	<input type="checkbox"/> 14635-101	<input type="checkbox"/> 14665-101	<input type="checkbox"/> 14695-101	<input type="checkbox"/> 14721-101	<input type="checkbox"/> 14751-101	<input type="checkbox"/> 14781-101	
<input type="checkbox"/> 14605-102	<input type="checkbox"/> 14635-102	<input type="checkbox"/> 14665-102	<input type="checkbox"/> 14695-102	<input type="checkbox"/> 14721-102	<input type="checkbox"/> 14751-102	<input type="checkbox"/> 14781-102	
<input type="checkbox"/> 14605-103	<input type="checkbox"/> 14635-201	<input type="checkbox"/> 14665-103	<input type="checkbox"/> 14695-201	<input type="checkbox"/> 14721-201	<input type="checkbox"/> 14751-103	<input type="checkbox"/> 14781-201	
<input type="checkbox"/> 14605-104	<input type="checkbox"/> 14635-202	<input type="checkbox"/> 14665-104	<input type="checkbox"/> 14695-202	<input type="checkbox"/> 14721-202	<input type="checkbox"/> 14751-104	<input type="checkbox"/> 14781-202	
<input type="checkbox"/> 14615-101	<input type="checkbox"/> 14635-203	<input type="checkbox"/> 14675-101	<input type="checkbox"/> 14695-203	<input type="checkbox"/> 14721-203	<input type="checkbox"/> 14761-101	<input type="checkbox"/> 14781-203	
<input type="checkbox"/> 14615-102	<input type="checkbox"/> 14635-204	<input type="checkbox"/> 14675-102	<input type="checkbox"/> 14695-204	<input type="checkbox"/> 14721-204	<input type="checkbox"/> 14761-102	<input type="checkbox"/> 14781-204	
<input type="checkbox"/> 14615-201	<input type="checkbox"/> 14645-101	<input type="checkbox"/> 14675-201	<input type="checkbox"/> 14701-101	<input type="checkbox"/> 14735-101	<input type="checkbox"/> 14761-201	<input type="checkbox"/>	
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<input type="checkbox"/> 14625-101	<input type="checkbox"/> 14655-101	<input type="checkbox"/> 14685-101	<input type="checkbox"/> 14711-101	<input type="checkbox"/> 14735-203	<input checked="" type="checkbox"/> 14771-101	<input type="checkbox"/>	
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<input type="checkbox"/> 14625-104	<input type="checkbox"/> 14655-202	<input checked="" type="checkbox"/> 14685-104	<input checked="" type="checkbox"/> 14711-104	<input type="checkbox"/> 14741-102	<input checked="" type="checkbox"/> 14771-104	<input type="checkbox"/>	
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Mark Vandervest - FSRE Cindy Vandervest – FSRE Sunny Arruda - FSRE

In attendance Not in attendance



OWNER'S FORUM

Roof Replacement Timeline

- 1- Asked if there was a new timeline for the roof replacement. Not at this time. Three buildings are stocked and two others need to be stocked. An email will go out when there is a schedule for the work to begin.

NOTE: Unless noted differently, all Board decisions contained in the minutes of the meeting received a motion, a second to the motion, additional discussion if any, and a vote of a quorum of the Board of Directors.

OPENING BUSINESS

Agenda approved unanimously after correcting the spelling of Monkeyman's Tree Service

September 28, 2021 Minutes approved unanimously

FINANCIAL REPORT

1/1/2022 through 3/31/2022

FINANCIALS AS OF 3/31/2022:

§ Total operating funds:	\$ 148,100.50	including pending EFTs.
§ Total reserve funds:	\$ 306,538.39	
§ Total cash assets:	\$ 454,638.89	
§ Total YTD income:	\$ 74,258.50	
§ Total YTD expenses:	\$ 34,037.36	including \$4,038.95 of Reserve expenses.
§ Budget vs. Actual <u>Income</u> :	34.44%	collected YTD.
§ Budget vs. Actual <u>Expenses</u> :	30.39%	paid YTD incl. 33.60% of Reserve expenses
§ Total delinquencies:	\$ 7,980.65	Two accounts 91+ days (Units 14761-202 & 14615-101, two accounts 0-30 days.

- 1. One account over 91 days delinquent is still in in probate but finishing up soon.
- 2. One account over 91 days delinquent – owner says the unit is up for sale. Listing is not able to be found online and has been pending too long. Collections letter to be sent.

MANAGER'S REPORT

REPAIRS, MAINTENANCE & UPDATES

The following maintenance updates are for informational purposes only and do not require Board action at this time:

- 1. 2022 Roof Replacement project is set to start soon. Some roofs have been stocked.
- 2. Trees removed around building 14771 to eliminate rodent activity.
- 3. One tree removed and six trees pruned between buildings 14665 and 14675 to allow sunlight to landscaped area. French drain installed between the buildings and the area was re-landscaped.



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- a. Great Gardens suggested removing some of the cedars, but that will effect some privacy and the cooling of some units. Instead, those trees should be severely trimmed back to keep rodents from accessing the roof.
4. Backflow valves inspected and reports sent to the City of Beaverton
5. Baiting rodent stations is ongoing, no new reports of rodent activity recently.
6. Lighting maintenance is ongoing. All yellow bulbs were replaced with bright white bulbs.
7. Gutter maintenance is ongoing. A few downspouts were replaced.

ADMINISTRATION

1. Violations & Warnings:

- a. 01/13/2022: Common area violation (excessive personal property)
- b. 01/18/2022: Common area damage violation (driveway oil)
- c. 01/18/2022: Noise nuisance violation (excessive revving vehicle)
- d. 01/19/2022: Smoking violation
- e. 02/19/2022: Parking area violation (resident vehicle in visitor spot)
- f. 02/19/2022: Parking area violation (resident vehicle in visitor spot)
- g. 02/19/2022: Common area violation (fence off patio area not removed)
- h. 03/09/2022: Parking violation warning (vehicle not registered)
- i. 03/28/2022: Smoking violation
- j. 04/11/2022: Common area violation (items draped over balcony rail)

2. Homeowner Correspondence and Administration

- a. Board information only:
 - i. None

3. Owner correspondence for Board Review

- a. Board action requested:
 - i. None

OLD BUSINESS

2022 Roof Replacement

- 2-3 days' notice will be given for start date and which rooves will be done in what order.
- Materials are running 25% higher. No other increases expected. Labor cost is locked in.

Landscaping

- Trees and plants need to be replaced where they were removed around building 14771. Landscapers to recommend placements. Dogwoods have been suggested. Bark dust will be added as needed.

NEW BUSINESS

Bank Account Update

- Banner Bank records need to have signature updated
- Barbara - Secretary to go Banner Bank to sign on the account.
- Minutes will be needed to show Nicholas is no longer the secretary.



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CD Funds Discussion

- Current CDs are not yielding impressive results – suggested Edward Jones who has a much better deal right now at 0.85%, which would yield a \$425 gain per year.
- Consider moving some reserve funds to CDs as interest rates are rising. Alternate 1-year and 2-year CDs
- More research needed. Local money management company preferred. Suggestions, Schwab, Edward Jones, etc.

Pressure Washing & Windows

- A motion was made and seconded to skip window washing in 2022 and starting 2023 to wash windows every other year. Motion passed unanimously.
- Pressure washing will remain a yearly project, to be scheduled when the rain stops

Bark Mulch

- Truckloads of mulch delivered with manual spreading by maintenance crew is much cheaper than having the bark dust blown on. Coverage is better too.
- Areas should be alternated every other year.
- Medium Red Fur mulch is \$650 per truck load. Brown and black mulch will be priced.

Paving – Seal coating & curb painting

- Two bids received for this project, but they aren't exactly apples to apples. Will reach back out to the bidders to make sure the bids both cover everything needed and are still good.
- Seal Coating is expected to last 2-3 years for a single coat, 3-5 years for a double coat & 5-7 years for a heavy coat.
- Residents should prepare for the areas to be closed for up to 48 hrs.

ADJOURNMENT

NEXT MEETING DATES: **Tuesday, June 28, 2022 at 6:00 pm**

MEETING ADJOURNED: **7:24 PM**

--- END OF MEETING MINUTES ---

MINUTES PREPARED BY: **FRESH START Real Estate, Inc.**
Community Manager